

February 23, 2023 – Board of Health Meeting Minutes

The Branch-Hillsdale-St. Joseph Community Health Agency Board of Health meeting was called to order by Chair, Brent Leininger at 10:00 AM with the Pledge of Allegiance to the Flag of the United States. Roll call was completed as follows: Tom Matthew, Jared Hoffmaster, Jon Houtz, Brent Leininger, and Rusty Baker. The following members were absent: Steve Lanius.

Also present from BHSJ: Rebecca Burns, Karen Luparello, Theresa Fisher, Kali Nichols, Laura Sutter, and Paul Andriacchi.

Mr. Hoffmaster moved to approve the agenda with support from Mr. Baker. The motion passed unopposed.

Mr. Matthew moved to approve the minutes from the January 26, 2023 meeting with support from Mr. Hoffmaster. The motion passed unopposed.

The Agency's attorney, Andrew J. Brege provided a presentation on the Open Meetings Act.

Public Comment: No public comments were given.

Rebecca Burns, Health Officer, reviewed her monthly report. Items included: Open Meetings Act Presentation, Board of Health Lunches to Meet Our Team, MALPH's Day at the Capital, Community Health Needs Assessment (CHNA)/Community Health Improvement Plan (CHIP), Kindergarten Oral Health Assessment, MCDC Dental Centers, Community Health Worker Program, COVID, Accreditation, Personnel Policy Committee, State Budget, Opioid Settlement Funds, Coldwater Office, Hillsdale Office, Three Rivers Office, Sturgis Office, and Health Promotion and Education.

Dr. Luparello reviewed the Medical Director's monthly report. This month's educational report was titled, "American Heart Month".

Departmental Reports:

- Area Agency on Aging
- Personal Health & Disease Prevention
- Environmental Health

Committee Reports:

- Did not meet.

Financial Reports/Expenditures

- Mr. Hoffmaster moved to approve the expenditures for January as reported with support from Mr. Matthew. The motion passed unopposed.

- Mr. Hoffmaster moved to place the financials from January on file with support from Mr. Houtz. The motion passed unopposed.


New Business:

- Mr. Hoffmaster moved to approve the updated Board of Health Committee Meeting Schedule, with Finance Committee meeting on the third Monday of the month at 11:00 AM and the Program, Policy, and Appeals Committee meeting on the third Wednesday of the month at 8:30 AM, with no committee meetings in the month of December. The motion received support from Mr. Matthew. The motion passed unopposed.
- Mr. Hoffmaster moved to approve the appointments of Rick Shaffer, Rick Jacoby, James Cook, and Joanna Adams to the Area Agency on Aging Advisory Committee with support from Mr. Baker. The motion passed unopposed.

Public Comment: No public comments were given.

With no further business, Mr. Hoffmaster moved to adjourn the meeting with support from Mr. Baker. The motion passed unopposed and the meeting was adjourned at 12:27 PM.

Respectfully Submitted by:


Theresa Fisher,
Administrative Services Director
Secretary to the Board of Health